

## **Important Information Regarding The City Integration Program**

### **Program Overview**

If you file a Workers' Compensation Claim, and are off work for three days, you may be entitled to temporary disability benefits. Generally, temporary disability pays you two-thirds of your average weekly wage up to a set maximum amount. The City's Integration Program allows you the opportunity to supplement your temporary disability payments using your accumulated leave balances in order to maintain your full salary. **There are several advantages to participating in the Integration Program:**

- **As long as you have an adequate balance of leave time, you will continue on paid status and will receive what equates to your customary salary.**
- **While on paid status, the City will continue to make contributions for retirement and health insurance and you will continue to accrue leave time.**

Unless you choose not to participate in the Integration Program by so indicating on the enclosed form, it will be presumed that you are participating in the program. **Keep in mind that if you choose not to participate, you will not be considered to be on paid status, and you will not be eligible for the benefits outlined above. Furthermore, the decision not to participate in the Integration Program is binding and you may not change at a later date.**

### **Participating in the Program**

If you are participating in the Integration Program, an accounting of your temporary disability payments will be provided by the workers' compensation third party administrator (TPA) to the City's Payroll Department. The Payroll Department will do a calculation of the difference between your temporary disability payment and your regular earnings, debit existing leave balances, and issue a payroll check to make up the difference in earnings. If no leave time is accrued and available, no payroll check will be issued.

If you have questions concerning the Integration Program please contact Jennelle Baker of Risk Services at 937-8618.